ACEC Scholarship Program Guidelines To Issue Awards For Students Entering The 2016 Academic Year

Deadline for Submissions: March 7, 2016

The ACEC Scholarship Program Guidelines explain how Member Organizations can participate in ACEC's national program in order to forward MO scholarship winners or recommended applications to ACEC for national award consideration.

ACEC/RMF AWARDS SCHOLARSHIPS AMONG FINALISTS SUBMITTED BY MOs

ACEC/RMF, under the auspices of ACEC's College of Fellows, will award four (4) *General Scholarships* in 2016.

- **ACEC Scholar of the Year Scholarship**
- **Kennedy/Jenks Consultants Scholarship in Honor of David D. Kennedy**
- **Small Firm Council Scholarship**
- **Life/Health Trust (LHT) Scholarship**

In addition, ACEC/RMF will award one (1) Specialty Scholarship:

- **Council of American Structural Engineers (CASE) Scholarship**

The general scholarships are open to all eligible students seeking a degree in engineering while the specialty CASE scholarship is limited to students pursuing a Master's degree in Structural Engineering. Students who qualify for the CASE scholarship will also be eligible for the general scholarships.

Funding for these awards as well as all expenses incurred will come exclusively from the endowment and from funds generously provided by firms for named scholarships, and the identified sponsoring coalitions and trusts of ACEC.

ACEC/RMF will rely solely on applications derived from the MOs that administer their own scholarship programs (or, if they do not issue scholarship themselves, are at least able to screen applicants). Each MO is encouraged to submit three (3) candidates to ACEC for award consideration – **two (2) applicants for the general scholarships and (1) applicant for the specialty CASE scholarship.** The CASE applicant must be enrolled in a Master's degree program for Structural Engineering in the 2016 fall semester.

ACEC/RMF PROVIDES AN APPLICATION FORM TO ENSURE USE OF CONSISTENT CRITERIA

A "2016 ACEC Scholarship Application Form" for use by MOs is included as an attachment in the accompanying materials. Each MO will be responsible for adding its deadline, name and address, and then reproducing and distributing it. It is necessary that all MOs continue to use the same criteria to judge their applicants. MOs have historically used the same guidelines supplied by ACEC/RMF. We trust this practice will continue; non-standard applications cannot be accepted by ACEC/RMF.

THE SCHOLARSHIP INITIATIVE IS CENTERED ON THE MEMBER ORGANIZATION

ACEC's scholarship initiative is meant to be local. The national office will issue what might be considered "derivative" awards to a pool of finalists from MO programs around the country. MOs will establish, maintain, publicize, and respond to inquiries on the activities within their borders. In addition to providing an application form and the method of evaluating scholarship applications, ACEC/RMF:

- Requests that MOs without programs respond to student inquiries (MOs with programs would provide details on their own awards program). Because of budget constraints, ACEC/RMF will not have funds to respond to inquiries it receives. Instead, it will forward inquiries from students to each MO via email or in the Friday mailbag.

- Requests that MOs who wish to participate in the ACEC/RMF national scholarship awards program submit three applications (two applicants for the general scholarships and one applicant for the CASE scholarship) with completed checklist to be received by ACEC/RMF no later than **Monday, March 7, 2016** for screening and judging by ACEC's College of Fellows. Announcement of the "2016 ACEC National Scholarship" award winners will be made during ACEC's Fall Convention in Colorado Springs, Colorado.

To view a list of ABET, Inc.'s (ABET) accredited engineering programs, visit ABET's website at www.abet.org.

If you have any questions, please call Daisy Nappier (dnappier@acec.org) at 202-347-7474.

ACEC College of Fellows' Method of Evaluating Scholarship Applications

Scholarship applications are scored against five criteria. The criteria and their maximum scores are:

I. **College Grades (Cumulative GPA): 20 Points**
II. **Essay: 25 Points**
III. **Work Experience: 27 Points**
IV. **Recommendation: 15 Points**
V. **Extracurricular College Activities: 13 Points**
   A. Student organizations (4 points)
   B. Community activities (4 points)
   C. Organized athletics and/or musical activities (2 points)
   D. Other (3 points)

Each applicant is scored according to the guidelines below. Scores are entered and totaled on a scoring sheet located at the end of the guidelines.

SCORING Guidelines

When evaluating applications, it is important for the judges to make note of the year the student is entering the engineering or land surveying program—junior, senior, fifth, or Master's. It is only fair that work experience and college activities be weighted so that sophomores entering their junior year are not penalized for lack of opportunity to become involved in activities that older students have had more time for. An applicant can deserve all or portion of the points available in each area. Judges' scores are averaged to develop one score for each criterion.

I. **Cumulative Grade Point Average: 20 Points Maximum**
   A. Determine cumulative GPA using transcripts.

      Some schools list cumulative GPA.

      Others list only quarterly/semester GPAs.

      If there are no cumulative GPAs, determine by assigning points for each course unit: A = 4pts, B = 3 pts, C = 2 pts (Example: An A is a 3-unit course = 12 grade points) Divide total number of grade points by total number of units.

Some schools do not use a 4-point scale, the basis for ACEC scoring. If so, first convert school GPA to a *4-point maximum scale*.

B. For Bachelor's (Undergraduate) Candidates: Multiply cumulative GPA by 5

Cumulative GPA (on 4-pt scale) _____ # X 5 = _____ points.

C. For Master's Candidates:

1. Add cumulative GPA for Bachelor's (A) and Master's (B) degrees.
2. Divide by 2.
3. Multiply by 5.

Equation:

$$\frac{A+B}{2} \quad X \quad 5 = \_\_\_\_\_ \text{ points}$$

II. Essay: 25 Points Maximum

A. Score up to six points for writing the essay.

B. Score up to three points for neatness, good English and proper spelling.

C. Score up to seven points if applicant indicates knowledge of what a consulting engineer or land surveyor is and does. In other words, does the applicant know the definition of "consulting engineer or land surveyor?"

D. Score up to seven points for an unusual or unique idea or some unusual or "catchy" feature.

E. Score up to two points if applicant indicates an understanding that consulting engineers or land surveyors work with people (clients, employees, the public, etc.); are administrators; service clients; and use their talents, experience, and knowledge to develop the best engineering project possible.

III. Work Experience: 27 Points Maximum

A. Score up to twelve points for any employment during the *last three years* prior to the date of completion of the application. The work experience should include any jobs held during high school and/or college if within the designated three year period.

B. Score five additional points if work experience was in any way involved with the building industry, industrial work, general engineering-type practice, public agencies, etc.

C. Score five additional points if employment was in the consulting engineering or land surveying field. Intent is to encourage potential future consulting engineers or land surveyors.

D. Score five additional points for any part-time work, work study or practicum while attending for-credit classes. (Such students usually do not have time for extracurricular activities.)

IV. Recommendation: 15 points Maximum

A. Using the recommendation form, add the total number of rating points.

B. Divide total number of rating points (A) by total possible points (B), where B = 40.

C. Multiply by 11.

D. Score up to two points for answer to "why will the student be a good engineer".

E. Score two additional points if the recommendation is from a consulting engineer or land surveyor.

Equation:

[____/40] X 11 = _____ + _____ + _____ = _____
(A) (B) (C) (D) (E)

V. Extracurricular College Activities: 13 Points Maximum

A. Student Organizations: 4 points maximum

Score two points for membership in an *engineering related organization*.

Score one additional point for membership in a second organization.

Score one additional point if student is an officer in an organization, or a member of three or more organizations.

B. Community Activities: 4 points maximum

Score two points for any community activity or community organization membership.

Score two additional points for more than one activity or membership.

C. Organized Athletics and/or Musical Activities: 2 points maximum

Score one point for any organized athletic or musical activity.

Score one additional point for more than one organized athletic and/or musical activity.

D. Other: 3 points maximum

Score up to three additional points for activities totaling more than the above number; for leadership positions held; any academic, athletic or musical awards; any additional or multiple church activities, youth organizations, or other type of activity that is felt deserving of *additional points.*

ACEC Scoring Sheet

Student's Name: _____

		Maximum Score	Total
I.	**College Grades (Cumulative GPA)**	20 pts	___ pts
II.	**Essay**	25 pts	___ pts
III.	**Work Experience**	27 pts	___ pts
IV.	**Recommendation**	15 pts	___ pts
V.	**Extracurricular Activities**	(13 pts)	
	A. Student Organizations	4 pts	___ pts
	B. Community Activities	4 pts	___ pts
	C. Organized Athletics and/or Music	2 pts	___ pts
	D. Other	3 pts	___ pts
		Overall Total	___ pts

Comments:

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